

**BOARD APPROVED 6-10-2008**  
**Kentucky Board of Home Inspectors**  
**101 Sea Hero Road, Suite 100**  
**Frankfort, Kentucky 40601-5405**

**Ray Sandbek, Chairman**  
**Ralph Wirth, Vice Chairman**

**Board Meeting**  
**May 13, 2008**  
**9:00 am**

**Minutes**

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**Board Members Attending:**

Ray Sandbek, Chairman  
Ralph Wirth, Vice Chairman  
Jo Gawthrop  
Michael Patton

Terry M. Slade (Proxy)  
Linda L. Swearingen  
William J. Welty Sr.

**Members Absent**

Richard W. Flora  
D. Michael Green

**Staff Attending:**

Dawna King, BCE  
Dawn Bellis, General Counsel

**Guest Attending**

Don Gaines, A-Pass Weikel Institute

**Meeting Called to Order**

Mr. Sandbek called the meeting to order. Introduced to the board the new General Counsel Dawn Bellis.

Reviewed and discussed previous minutes. Ms. Wirth made the motion to approve minutes. Mrs. Swearingen seconded the motion. Motion carried, all concurred.

## **New Business**

Discussed the Complaint Procedure Process. Discussed appointing another board member to serve as the chairman on the Complaint Review Committee. Mr. Wirth volunteered to take over as chairman for D. Michael Green until such time to re-address. Ms. Gawthrop seconded the motion. Motion carried, all concurred. Mr. Wirth made the recommendation that Linda Swearingen to serve on the CRC board. More discussion on complaint procedures process.

Reviewed new applications. Kevin D. Kineman, Kevil, KY. Mr. Welty made the motion to approve for licensure. Mr. Wirth seconded the motion. Motion carried, all concurred.

Reviewed new applications with lacking information: Matthew L. Greis, Union, KY; Mike S. Morley, Louisville, KY; Stephen D. Newman, Richmond, KY; Ronald J. Porter, Lexington, KY and James D. Trosper, Corbin, KY. Mr. Wirth made the motion to approve contingent upon receiving the lacking information. Mrs. Swearingen seconded the motion. Motion carried, all concurred.

Reviewed April Renewals Jeffrey S. Brackett, Winchester, KY and Michel K. Thomas, Beaver Dam, KY did not renew by April 30, 2008. Discussion. Mr. Wirth made the motion to send the expired letters to these licensees. Mr. Welty seconded the motion. Motion carried, all concurred.

Reviewed Continuing Education Courses and the CE application from AHIT. Discussion. Mr. Wirth made the motion to approved AHIT as a Board approved Continuing Education Provider. Mr. Welty seconded the motion. Motion carried, all concurred. Reviewed the CE Courses from AHIT. Mr. Wirth made the motion to approve only courses that are taught in the classroom. Mr. Welty seconded the motion. Motion carried, all concurred.

Review Continuing Education Courses from NAHI for a Seminar to be held September 2008. Mr. Wirth made the motion to approve this seminar for continuing education course for the home inspectors. Mr. Welty seconded the motion. Motion carried, all concurred.

Discussed the board's possible budget. Board wants Laura Lynn Best, Budget Advisor to put together the board's budget for the next scheduled meeting. Discussed reducing the renewal application fees.

Reviewed letter of request from Licensee HI-2389 Chris Howell, Shelbyana, KY to accept a CE course he had taken in April 2008 when he was not required to have a CE with his first renewal to count 15 hours of this CE course from April 2008 towards his April 2010 renewal. Detailed discussion. Mr. Patton made the motion to approve Mr. Howell's request. Detailed discussion. Mr. Patton withdrew his motion. Mr. Wirth made the motion to send a letter to notify Mr. Howell that the board does have the authority to honor his request at this time. Discussion. Mr. Welty seconded the motion. Motion carried, one opposed.

Discussed changes and amendments to Regulations for putting a license into Inactive License Status (Escrow). Mr. Wirth made the motion to have Dawn Bellis, General Counsel to review changes to Regulations 601:10 Inactive Licensure Status (Escrow) and bring back to the next scheduled meeting. Discussion. Mr. Welty seconded the motion. Motion carried, all concurred.

Mr. Don Gaines, A-Pass Weikel Institute, asked questions about Advertising. What is the advertising requirement regarding Novelty Items? Discussion. Mr. Wirth made the motion that the home inspector license number on Novelty Items (T-Shirts, Pens etc) is not required. Mr. Patton seconded the motion. Motion carried, all concurred.

Reviewed the Revised Renewal Application. Mr. Patton made the motion to approve changes to the revised Renewal Application. Mr. Welty seconded the motion. Motion carried, all concurred

Reviewed CRC recommendation for Complaint HIC#-08-02-19-01. CRC recommended dismissing this complaint. Mr. Slade made the motion to send a letter to inform the complainant that this complaint was dismissed. Mr. Welty seconded the motion. Motion carried, one opposed.

Reviewed Complaint HIC#07-11-30-02 and HIC#08-01-25-01. These complaints need more review.

### **Adjournment**

Mr. Welty made the motion to adjourn the meeting. Mr. Wirth seconded the motion. Motion carried, all concurred. Next meeting is scheduled for June 10, 2008, 9:00 am at the Office of Housing, Buildings & Construction, 101 Sea Hero Road, Suite 100, Frankfort, Kentucky 40601-5405.